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GOVERNMENT OF GOA

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NOTE

There are two Extraordinary issues to the Official Gazette, Series I No. 33 dated 12-11-2020, namely:—

(1) Extraordinary dated 13-11-2020 from pages 1437 to 1447, Notifications regarding Weekly Lottery Scheme from Department of Finance (Revenue & Control) Division.

(2) Extraordinary (No. 2) dated 16-11-2020 from pages 1449 to 1450, Notification No. 19/4/2017-New Arm Rules/HD-G/2522 regarding delegation of powers to Additional District Magistrate from Department of Home (General Division).

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GOVERNMENT OF GOA

Department of Education, Art & Culture

Office of the Secretary Education

—
Corrigendum

DTE/Estt/1-9-II/Pay Fixation/2009/1843

Read order:- DTE/Estt/1-9-II/Pay Fixation/2009/782 dated 27-06-2019.

In the above referred order of acceptance of Notification of all India Council for Technical Education dated 4th January, 2016, with regards to clarifications on certain issues/ anomalies pertaining to Qualifications, Pay Scales, Service Conditions, Career Advance-

ment Schemes (CAS), the para 3, para 4 and para 5 of the order shall be read as:

PARA 3: And whereas, all India Council for Technical Education, New Delhi issued Notification F. No. 37-3/Legal/AICTE/2012 dated 8th November, 2012 on Career Advancement Scheme for the Teachers and other Academic staff in Technical Institutions (Degree/Diploma) Regulations, 2012 and All India Council for Technical Education, New Delhi vide Notification No. F. No. 27/RIFD/Pay Scale/01/2013-14 dated 4th January, 2016 issued clarifications on certain issues/ anomalies pertaining to qualifications, pay scales, service conditions, Career Advancement Schemes (CAS) etc. for

Teachers and other Academic staff of Technical Institutions (Degree/Diploma).

PARA 4: And whereas, these clarifications of All India Council for Technical Education issued vide Notification No. F. No. 27/RIFD/Pay Scale/01/2013-14 dated 4th January, 2016, alongwith All India Council for Technical Education, New Delhi Notification F. No. 37-3/Legal/AICTE/2012 dated 8th November, 2012 on Career Advancement Scheme for the Teachers and other Academic staff in Technical Institutions (Degree/Diploma) Regulations, 2012 were placed before the Government of Goa and the Government of Goa is pleased to consider and approve the same.

PARA 5: Now, therefore, approval of the Government of Goa is hereby conveyed for acceptance of Notification of All India Council for Technical Education dated 4th January, 2016, with regards to Clarifications on certain issues/Anomalies pertaining to Qualifications, Pay Scales, Service Conditions, Career Advancement Schemes (CAS), etc. for Teachers and other Academic staff of Technical Institutions (Degree/Diploma) as far as Career Advancement Schemes implementation under VIth Pay AICTE is concerned along with All India Council for Technical Education, New Delhi Notification No. F. No. 37-3/Legal/AICTE/2012 dated 8th November, 2012 on Career Advancement Scheme for the Teachers and other Academic staff in Technical Institutions (Degree/Diploma). Accordingly, for Career Advancement Schemes an Academic Performance Index (API) score is applicable from 08-11-2015 (API is relaxed up to 07-11-2015). The norms of Qualifications, Experiences, etc. for Recruitment shall be revised upon acceptance of AICTE recommendation of VIIth pay by Government of Goa.

Instead of

PARA 3: And whereas, All India Council for Technical Education, New Delhi vide Notification dated 4th January, 2016

published in the Gazette of India (Extra Ordinary-Part III-Section 4) dated 6th January, 2016 issued clarifications on certain issues/ anomalies pertaining to qualifications, pay scales, service conditions, Career Advancement Schemes (CAS) etc. for Teachers and other Academic staff of Technical Institutions (Degree/Diploma).

PARA 4: And whereas, these clarifications of All India Council for Technical Education issued vide Notification dated 4th January, 2016, were placed before the Government of Goa and the Government of Goa is pleased to consider and approve the same.

PARA 5: Now, therefore, approval of the Government of Goa is hereby conveyed for acceptance of Notification of All India Council for Technical Education dated 4th January, 2016, with regards to clarifications on certain issues/Anomalies pertaining to Qualifications, Pay Scales, Service Conditions, Career Advancement Schemes (CAS), etc. for Teachers and other Academic staff of Technical Institutions (Degree/Diploma) as far as Career Advancement Schemes implementation under VIth Pay AICTE is concerned. Accordingly, for Career Advancement Schemes, an Academic Performance Index (API) score is applicable from 08-11-2015 (API is relaxed up to 07-11-2015). The norms of Qualifications, Experiences, etc. for Recruitment shall be revised upon acceptance of AICTE recommendation of VIIth pay by Government of Goa."

This is issued with the approval of Finance (R&C) Department vide U. O. No. 1419457 dated 18-06-2019.

The other contents of the order remain unchanged.

By order and in the name of the Governor of Goa.

Sanjay Kumar, IAS, Secretary (Education).

Porvorim, 6th November, 2020.

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
NOTIFICATION

New Delhi, the 8th November, 2012

All India Council for Technical Education (Career Advancement Scheme for the Teachers and other Academic Staff in Technical Institutions) (Degree) Regulations, 2012

F. No. 37-3/Legal/AICTE/2012.—In exercise of its powers conferred under sub-section (1) of Section 23 read with Section 10(i) and (v) of the All India Council for Technical Education Act, 1987 (52 of 1987), the All India Council for Technical Education makes the following Regulations :

I. SHORT TITLE, APPLICATION AND COMMENCEMENT :	
1.1	These Regulations may be called the All India Council for Technical Education (Career Advancement Scheme for the Teachers and Other Academic Staff in Technical Institutions) (Degree) Regulations, 2012.
1.2	They shall apply to all technical institutions approved by the AICTE and Universities including Institution deemed to be Universities imparting technical education and such other courses/Programs and areas as notified by the AICTE from time to time.
1.3	They shall come into force with effect from the date of their publication in the Official Gazette. <i>Provided</i> that in the event, any candidate becomes eligible for promotion under Career Advancement Scheme in terms of these Regulations on or after 5 th March, 2010, the promotion of such a candidate shall be governed by the provisions of these Regulations.

2. CAREER ADVANCEMENT SCHEME :	
2.1	A teacher who wishes to be considered for promotion under CAS may submit in writing to the University / College, within three months in advance of the due date, that he / she fulfils all qualifications under CAS and submit to the University / College the Performance Based Appraisal System (PBAS) in a proforma as evolved by the concerned University / College duly supported by all credentials as per the Academic Performance Indicator (API) guidelines (Appendix 1) set out in these Regulations.
2.2	In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the University / College should immediately initiate the

		process of screening / selection, and shall complete the process within six months from the date of application. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 05 th March, 2010 and till the date on which these Regulations is notified, can be considered for promotion from the date, on or after 5 th March, 2010, on which they fulfill the eligibility conditions.
	2.3	Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Tables II (A and B) of Appendix 1 or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he / she is successfully re-assessed.
	2.4	The Selection Committee specifications as delineated in Clause 4 are applicable to Career Advancement promotions of Assistant Professor to Associate Professor and Associate Professor to Professor.
	2.5	CAS promotions from a lower grade to a higher grade of Assistant Professor / Associate Professor shall be conducted by a “Screening-cum-Evaluation Committee” adhering to the criteria laid out as API score in Performance Based Appraisal System (PBAS) in the Tables of Appendix 1.
	2.6	The “Screening-cum-Evaluation Committee” for CAS promotion of Assistant Professors / Associate Professor from one AGP to the other higher AGP shall consist of :
	[1]	“Screening-cum-Evaluation Committee” for University teachers :
	[i]	The Vice Chancellor or Acting Vice Chancellor, as the Chairperson of the selection committee;
	[ii]	The Dean of the concerned Faculty;
	[iii]	The Head of the Department / Chairperson of the School; and
	[iv]	One subject expert in the concerned subject nominated by the Vice Chancellor or Acting Vice Chancellor from the University panel of experts.
	[2]	“Screening-cum-Evaluation Committee” for College teachers :
	[i]	The Principal / Director of the College;
	[ii]	Head of the concerned department from the College, where there is no HOD, Professor as nominated by the Principal / Director from the same or any other Institution in the jurisdiction of the concerned University; and

			[iii]	Two subject experts in the concerned subject nominated by the Vice Chancellor or Acting Vice Chancellor from the University panel of experts.
		[3]	For Government/ Government Aided/ Government Autonomous Colleges :	
			[i]	As may be prescribed by the respective State Governments / Board of Governors
	2.7			The quorum for these committees in both categories mentioned above shall be three including one subject expert / University nominee need to be present.
	2.8			The Screening-cum-Evaluation Committee on verification / evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the respective University / Directorate of Technical Education based on these Regulations and as per the minimum requirement specified in Tables II and III of Appendix 1 for each of the cadre of Assistant Professor, shall recommend to the Syndicate / Executive Council / Board of Management of the University / College about the suitability for the promotion of the candidate(s) under CAS for implementation.
	2.9			All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.
	2.10			CAS promotion, being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert to its original cadre.
	2.11			The incumbent teacher must be on the roll and active service of the Universities / Colleges on the date of consideration by the Selection Committee for Selection / CAS Promotion.
	2.12			Candidates shall offer themselves for assessment for promotion, if they fulfil the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS proforma. They can do so three months before the due date of the promotion if they consider themselves eligible. In any event, the University / College concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.
	2.13			In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of one year.
	2.14			If a candidate applies for promotion immediately on completion of the minimum eligibility period and is successful, the date of promotion will be made applicable

		from the date of completion of minimum period of eligibility.
	2.15	If, however, the candidate finds that he / she fulfils the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from the date of application.
	2.16	If the candidate does not succeed in the first assessment, but succeeds in the subsequent assessment, his / her promotion will be deemed to be from the later date of successful assessment.
3.	STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS /ASSOCIATE PROFESSORS / PROFESSORS :	
	3.1	Entry level Assistant Professors (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria as laid down in next clause.
	3.2	In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these Regulations from 5 th March, 2010 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in the tables of Appendix 1 is to be implemented for one year, initially based on the existing systems in Universities / Colleges for one year only with the minimum annual scores as depicted in Table II (a) and II (b) for University and College teachers. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2013, one year API scores for 2012-13 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2014, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
	3.3	Assistant Professor, possessing Ph. D Degree in the relevant discipline shall be eligible, for moving to the next higher grade of Rs.7000 (stage 2) after completion of four years service as Assistant Professor.
	3.4	Assistant Professor possessing M. Phil Degree or a Post-Graduate Degree in professional courses, approved by the relevant statutory body, shall be eligible for the next higher grade of Rs.7000 (stage 2) after completion of five years service as Assistant Professor.
	3.5	Assistant Professor who does not have Ph.D. or M.Phil or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade of Rs.7000 (stage 2) only after completion of six years service as Assistant Professor.
	3.6	The upward movement from the entry level grade (stage 1) to the next higher grade of Rs.7000 (stage 2) for all Assistant Professors shall be subject to their satisfying

		the API based PBAS conditions laid down by the AICTE in this Regulation.
	3.7	Assistant Professor who has completed five years of service in the grade of Rs.7000 (stage 2) shall be eligible, subject to meeting the API based PBAS requirements laid down by these Regulations, to move up to next higher grade of Rs.8000 (stage 3).
	3.8	Assistant Professor completing three years of teaching in the grade of Rs.8000 (stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these Regulations, to move to the Pay Band of Rs.37400-67000 with next higher grade of Rs.9000 (stage 4) and to be designated as Associate Professor. However those joining the Service after 5 th March 2010 shall have also earned Ph. D in addition to above mentioned requirements to move to the stage 4.
	3.9	Associate Professor completing three years of service in stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade of Rs.10000 (stage 5) subject to following :
	(a)	satisfying the required credit points as per API based PBAS requirements as provided in Tables of Appendix 1; and
	(b)	an assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor. Provided that no teacher other than those with a Ph.D shall be promoted or appointed as Professor.
4.	SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURES :	
	The AICTE has evolved following guidelines on :	
	(a)	Constitution of Selection Committees for selection of Assistant Professor, Associate Professor, Professor for direct recruitment and under CAS
	(b)	Specified selection procedures for direct recruitment and Career Advancement Scheme Regulations for Teachers in Universities and Colleges. However, for other academic staff in Universities / Colleges, UGC guidelines of 30.6.2009 and any amendments / corrigendum / clarifications issued subsequently by UGC be followed.
5.	SELECTION COMMITTEE SPECIFICATIONS :	
	5.1	Assistant Professor in the University :
		The Selection Committee for the post of Assistant Professor in the University shall have the following composition :

		1.	The Vice Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee.
		2.	Three experts in the concerned subject nominated by the Vice-Chancellor or Acting Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University concerned.
		3.	Dean of the concerned Faculty, wherever applicable
		4.	Head/Chairperson of the Department/School.
		5.	An academician nominated by the Visitor / Chancellor, wherever applicable.
		6.	An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories to be nominated by the Vice Chancellor or Acting Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee does not belong to that category.
			To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.
	5.2		Associate Professor in the University :
			The Selection Committee for the post of Associate Professor in the University shall have the following composition :
		1.	Vice Chancellor or Acting Vice Chancellor to be the Chairperson of the Selection Committee.
		2.	An academician who is the nominee of the Visitor / Chancellor, wherever applicable.
		3.	Three experts in the concerned subject / field nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the University concerned.
		4.	Dean of the faculty, wherever applicable.
		5.	Head/Chairperson of the Department/School.
		6.	An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
			To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.

	5.3	Professor in the University :
		The composition of the Selection Committee for the post of Professor in the University shall be similar in composition as that for the post of Associate Professor set out in above clause.
	5.4	Assistant Professor in Colleges including Private Colleges :
		The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
	1.	Chairperson of the Governing Body of the College or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.
	2.	The Principal / Director of the College.
	3.	Head of the Department of the concerned subject in the College.
	4.	Two nominees of the Vice Chancellor or Acting Vice Chancellor of the affiliating University of whom one should be a subject expert. In case of Colleges notified / declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice Chancellor or Acting Vice Chancellor of the affiliating University from the list of experts suggested by the relevant statutory body of the College, of whom one should be a subject expert.
	5.	Two subject-experts not connected with the College to be nominated by the Chairperson of the governing body of the College out of a panel of five names recommended by the Vice Chancellor or Acting Vice Chancellor from the list of subject experts approved by the relevant statutory body of the University concerned.
	6.	In case of Colleges notified/ declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor or Acting Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College
	7.	An academician representing SC / ST/ OBC/ Minority/ Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor or Acting Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
	To constitute the quorum for the meeting, five of which at least two must be from	

		<p>out of the three subject-experts shall be present.</p> <p>For all levels of teaching positions in for Government / Government aided / Government autonomous Colleges, the State Public Services, Comrnissions / Teacher Recruitment Boards must invite three subject experts, for which the concerned University be involved in the selection process by respective appointing authority.</p> <p>For all levels of teaching positions in Constituent College(s) of a University, the selection committee norms shall be similar to that of the posts of departments of the University.</p>
	5.5	Associate Professor in Colleges including Private Colleges :
		The Selection Cornmittee for the post of Associate Professor in Colleges including Private Colleges shall have the following composition :
	1.	The Chairperson of the Governing Body or his or her nominee, frorn among the members of the Governing body to be the Chairperson of the Selection Cornmittee.
	2.	The Principal / Director of the College.
	3.	The Head of the Department of the concerned subject from the College.
	4.	Two University representatives nominated by the Vice Chancellor or Acting Vice Chancellor, one of whom will be the Dean of College Development Council or equivalent position in the University and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably frorn minority communities, recommended by the Vice-Chancellor of the affiliating University from the list of experts suggested by the relevant statutory body of the College of whom one should be a subject expert.
	5.	Two subject-experts not connected with the College to be norninated by the Chairperson of the governing body of the College out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the University concerned. In case of Colleges notified / declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority cornmunities, recomnended by the Vice Chancellor or Acting Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
	6.	An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be norninated by the Vice Chancellor, if any of

		the above members of the selection committee does not belong to that category.
		<p>The quorum for the meeting should be five of which at least two must be from out of the three subject-experts.</p> <p>For all levels of teaching positions in for Government / Government aided / Government autonomous Colleges, the State Public Service, Commissions / Teacher Recruitment Boards must invite three subject experts for which the concerned University, be involved in the selection process by respective appointing authority.</p> <p>For all levels of teaching positions in Constituent College(s) of a University, the selection committee norms shall be similar to that of the posts of departments of the University.</p>
	5.6	Professor in the Colleges including Private Colleges :
		<p>The composition of the Selection Committee for the post of Professor in the Colleges including private Colleges shall be similar in composition as that for the post of Associate Professor set out in the above clause.</p> <p>For all levels of teaching positions in For Government / Government aided / Government autonomous Colleges, the State Public Services, Commissions / Teacher Recruitment Boards must invite three subject experts for which the concerned University, be involved in the selection process by respective appointing authority.</p> <p>For all levels of teaching positions in Constituent College(s) of a University, the selection committee norms shall be similar to that of the posts of departments of the University.</p>
	5.7	College Principal / Director :
		The Selection Committee for the post of College Principal shall have the following composition :
	1.	Chairperson of the Governing Body as Chairperson.
	2.	Two members of the Governing Body of the College to be nominated by the Chairperson of whom one shall be an expert in academic administration.
	3.	One nominee of the Vice Chancellor who shall be a Higher Education expert.
	4.	Three experts consisting of the Principal / Director of a College, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the College) out of a panel of six experts approved by the relevant statutory body of the University concerned.

	5.	An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
		<p>To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.</p> <p>All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.</p> <p>The term of appointment of the College Principal / Director shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.</p>
6.	COUNTING OF PAST SERVICES FOR DIRECT RECRUITMENT AND PROMOTION UNDER CAS :	
	6.1	Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific / professional organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT, etc., should be counted for direct recruitment and promotion under CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature these posts are described as per Appendix I – Table No. II provided that :
	(a)	The essential qualifications of the post held were not lower than the qualifications prescribed by the AICTE for Assistant Professor, Associate Professor and Professor as the case may be.
	(b)	The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer), Associate Professor (Reader) and Professor.
	(c)	The candidate for direct recruitment has applied through proper channel only.
	(d)	The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the AICTE for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.

		(e)	The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University / State Government / Central Government / concerned institutions, for such appointments.
		(f)	The previous appointment was not as guest lecturer for any duration, or an ad-hoc or in a leave vacancy of less than one year duration. Ad-hoc or temporary service of more than one year duration can be counted provided that :
		[i]	the period of service was of more than one year duration;
		[ii]	the incumbent was appointed on the recommendation of duly constituted Selection Committee;
		[iii]	the incumbent was selected to the permanent post in continuation to the ad-hoc or temporary service; and
		[iv]	Artificial break in service shall not be used to the prejudice of employee, appointed on permanent basis. The person appointed on permanent basis shall be given the benefit of entire service rendered by him with effect from the date of initial appointment (temporary/contract/ad-hoc) notwithstanding the artificial break/breaks in service.
		(g)	No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government) was considered for counting past services under this clause.

Dr. K. P. ISAAC, Member-Secy.

[ADVT. III/4/162/12/Exty.]

APPENDIX – 1**TABLE – I**

PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS

CATEGORY I : TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation : Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses , etc. The minimum API score required by teachers from this category is 75. The self-assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Sl. No.	Nature of Activity	Maximum Score
1	Lectures, seminars, tutorials, practicals, contact hours undertaken as percentage of lectures allocated ^a	50
2	Lectures or other teaching duties in excess of the AICTE norms	10
3	Preparation and imparting of knowledge/instruction as per curriculum; syllabus enrichment by providing additional resources to students	20
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement , etc.	20
5	Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment.	25
	Total Score	125
	Minimum API Score Required	75

Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Note: ^a Lectures and tutorials allocation to add up to the AICTE norm for particular category of teacher. University may prescribe minimum cut-off (net of due leave), say 80 %, for 1 above, below which no scores may be assigned in these sub-categories.

CATEGORY II : CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Sl. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling).	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below);	15
Total Score		50
Minimum API Score Required		15

CATEGORY- III : RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between University and Colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

Sl. No.	APIs	Engineering	Faculties of Languages Humanities/ Social Sciences/	Max. points for University and College

			Management	teacher position
III A	Research Papers published in :	Refereed Journals *	Refereed Journals*	15 / publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN number.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Seminar/ Conference proceedings as full papers, , etc. (Abstracts not to be included)	Conference proceedings as full papers, , etc. (Abstracts not to be included)	International 10/ publication National 5 / publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 /chapter in an edited book
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	25 /sole author, and 5/ chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter
		Chapters contributed to edited knowledge based volumes published by International Publishers Chapters in knowledge based volumes by Indian/National level publishers with	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international	5 / Chapter

		ISBN/ISSN numbers and with numbers of national and international directories	directories	
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects carried out/ ongoing	Major Projects amount mobilized with grants above Rs. 30.0 lakh	Major Projects amount mobilized with grants above Rs. 5.0 lakh	20 /each Project
		Major Projects amount mobilized with grants above Rs. 5.0 lakhs up to Rs. 30.00 lakh	Major Projects Amount mobilized with minimum of Rs.3.00 lakh up to Rs.5.00 lakh	15 /each Project
		Minor Projects (Amount mobilized with grants above Rs.50,000 up to Rs.5 lakh)	Minor Projects (Amount mobilized with grants above Rs.25,000 up to Rs.3 lakh)	10/each Project
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.3.00 lakh	Amount mobilized with minimum of Rs.1.0 lakh	10 per every Rs.3.0 lakh and Rs.1.0 lakh Respectively
III (C) (iii)	Completed projects Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project
				10 / each minor Project
III (C) (iv)	Projects Outcome Outputs	Major policy document of Govt. Bodies at Central and State level	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent
		Patent/ Technology transfer/ Product/ Process	Patent/ Technology transfer/ Product/ Process	50 /each for International level
III (D)	RESEARCH GUIDANCE			
III (D) (i)	M.Phil./ M.Tech	ME/ Degree awarded only	Degree awarded only	3 / each candidate

III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 /each Candidate
		Thesis submitted	Thesis submitted	7 /each candidate
III (E)	TRAINING COURSES AND CONFERENCE /SEMINAR / WORKSHOP PAPERS			
III (E) (i)	Attended Refresher courses, Methodology workshops, Training, Teaching Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	Not less than two weeks Duration	Not less than two weeks duration	20/each
		One week duration	One week duration	10/each
III (E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
		a) International conference	a) International conference	15 /each
		b) National	b) National	10/ each
		c) Regional/State level	c) Regional/State level	5 /each
		d) Local University/College level	d) Local University/College level	3 / each
III (E) (iv)	Invited lectures or presentations for conferences / Symposia	(a) International	(a) International	10 /each
		(b) National level	(b) National level	5 /each

* Wherever relevant to any specific discipline, the API score for paper in refereed journal

would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes :

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally total score, if the number of authors are more, then the first two authors would share equally 60% of the total points and the remaining authors would share equally 40% of the points.

TABLE – II (A)

MINIMUM APIs AS PROVIDED IN TABLE I

TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS, AND WEIGHTAGES FOR EXPERT ASSESSMENT

	Assistant Professor/ equivalent cadres : (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities (category I)	75/Year	75/Year	75/Year	75/Year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year

III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	50/Year (500/assessment period)
V	Expert Assessment System Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	Screening Committee No separate points. Screening committee to verify API scores	Screening Committee No separate points. Screening committee to verify API scores	Selection Committee 30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	Selection Committee 50% - Contribution to Research 30 % - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	Expert Committee 50% - Contribution to Research 50 % - Performance evaluation and other credential by referral procedure

Note : For Universities for which Sixth PRC Awards are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, 10000 and 12000 respectively

TABLE – II (B)

MINIMUM APIs AS PROVIDED IN TABLE I

TO BE APPLIED FOR THE PROMOTION OF TEACHERS, IN COLLEGES (UG AND PG) UNDER CAREER ADVANCEMENT SCHEME (CAS) AND WEIGHTAGES FOR EXPERT ASSESSMENT

		Assistant Professor/ equivalent cadres Stage 1 to Stage 2 :	Assistant Professor/ equivalent cadres : Stage 2 to Stage 3	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadre (Stage 4)	Associate Professor to Professor Promotion in Colleges (Stage 5) as per assigned posts
I	Teaching learning, Evaluation Related Activities (category I)	75/Year	75/Year	75/Year	75/Year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	5/Year (20/assessment period)	10/Year (50/assessment period)	15/Year (45/assessment period)	20/Year (60/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100.)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	20% - Contribution to Research 60% - Assessment of domain knowledge and teaching	30% - Contribution to Research. 50% - Assessment of domain knowledge and teaching

	Minimum required for promotion is 50)			practices. 20 % - Interview performance	practices. 20 % - Interview performance
* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.					
Note : For Universities for which Sixth PRC Awards are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000 and 10000 respectively.					

Explanatory note for Tables II (A) and II (B)

1. All Universities / Colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these Regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the Universities / Colleges for follow up by the Universities / College authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these Regulations from 31-12-2010 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in Universities / Colleges, if any for one year only with the minimum average scores as depicted in Table II (a) and II (b). This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is eligible for CAS promotion in 2011, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher becoming for CAS promotion in 2012, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
4. As shown in Table II, the aggregate minimum API score required can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II, also for the differing nature of contributions possible in different institutional settings.
5. For Category III (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together.
6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date, if they consider themselves eligible. Candidates who do not consider themselves eligible, can also apply at a later date.

7.	If, however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II(A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.		
8.	<p>a. If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.</p> <p>b. If however, the candidate finds that she / he fulfills the eligibility conditions at a later date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application.</p> <p>c. If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.</p>		

TABLE – II(C)

Minimum Scores for APIs for direct recruitment of teachers in University departments/Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulations.

	Assistant Professor/ equivalent cadres (Stage 1)	Associate Professor/ equivalent cadres (Stage 4)	Professor/equivalent cadres (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these Regulations	Consolidated API score requirement of 300 points from category III of APIs	Consolidated API score requirement of 400 points from category III of APIs
Selection Committee criteria / weightages (Total Weightages = 100)	<p>a) Academic Record and Research Performance (50%)</p> <p>b) Assessment of Domain Knowledge and Teaching Skills (30%)</p> <p>c) Interview performance (20%)</p>	<p>a) Academic Background (20%)</p> <p>b) Research performance based on API score and quality of publications (40%).</p> <p>c) Assessment of Domain Knowledge and Teaching Skills (20%)</p> <p>d) Interview performance : (20%)</p>	<p>a) Academic Background (20%)</p> <p>b) Research performance based on API score and quality of publications 40%).</p> <p>c) Assessment of Domain Knowledge and Teaching Skills (20%)</p> <p>d) Interview performance : (20%)</p>

Note : For Universities/Colleges for which Sixth PRC Awards are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs.6000, 9000 and 10000 respectively.

TABLE : III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

Sl. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil /PG Degree in Professional Courses such as LLM, M.Tech, or six years of service who are without Ph.D /M.Phil /PG Degree in Professional Courses	<ul style="list-style-type: none"> (i) Minimum API scores using PBAS scoring proforma developed by the concerned University as per the norms provided in Table II(A)/II(B) of Appendix 1. (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration approved or conducted by AICTE / Central Govt. / State Govt. /TEQIP / CIIILP/ISTE/ NITTTR / IIT / DTE / SBTE / University , etc. (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	<ul style="list-style-type: none"> (i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II(A) / II(B) of Appendix 1 (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching – Learning – Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration approved or conducted by AICTE / Central Govt. / State Govt. /TEQIP / CIIILP / ISTE/ NITTTR / IIT / DTE / SBTE / University , etc. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor	Assistant Professors with three years of completed service in	<ul style="list-style-type: none"> (i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms

	(Stage 4)	Stage 3.	<p>provided in Table II(A) / II(B) of Appendix 1.</p> <p>(ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders.</p> <p>(iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration approved or conducted by AICTE/Central/State Govt /TEQIP / CIIILP/ISTE/ NITTTR / IIT / DTE / SBTE / University , etc.</p> <p>(iv) A selection committee process as stipulated in these Regulations and in Tables II(A) and II(B) of Appendix 1.</p>
4.	Associate Professor (Stage 4) Professor/ equivalent cadres (Stage 5)	Associate Professor with three years of completed service in Stage 4.	<p>(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II(A)/II(B) of Appendix 1. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required.</p> <p>(ii) A minimum of five publications since the period that the teacher is placed in Stage 3.</p> <p>(iii) A selection committee process as stipulated in this Regulation and in Tables II(A) and II(B) of Appendix 1.</p>
5.	Professor (Stage 5) to Professor (Stage 6)	Professor with ten years of completed service (Universities only)	<p>(i) Minimum yearly /cumulative API scores for the assessment period as per the norms provided in Table II(A) of Appendix 1</p> <p>(ii) Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c)</p>

			<p>Additional research degrees like D.Sc., D.Litt., LL.B., etc.,</p> <p>(iii) A review process by an Expert Committee as stipulated in this Regulation and in Tables II(A) and II(B) of Appendix 1.</p>
<p>* For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professors in Stage 2, the existing requirement of Ph.D. or equivalent publications will continue to apply. In case, some teachers do not also meet this criteria, the selection committee may give due weightage to criteria mentioned in Appendix 1, Categories I and II. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these Regulations, will be applicable.</p> <p>Note : For Universities/Colleges for which Sixth PRC Awards are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs.6000, 7000, 8000, 9000, 10000 and 12000 respectively</p>			

University of _____	
Annual Self-Assessment for the Performance Based Appraisal System (PBAS)	
Session / Year _____	
(To be completed and submitted at the end of each academic year)	
PART A	
<u>(GENERAL INFORMATION)</u>	
1. Name (in Block Letters)	:
2. Father's Name / Mother's Name / Husband's Name	:
3. Department	:
4. Current Designation & Grade Pay	:
5. Date of last Promotion	:
6. Address for correspondence (with Pincode)	:
7. Permanent Address (with Pincode, Telephone No. & E-mail)	:
8. Whether acquired any degree or fresh academic qualifications during the year :	:
9. Academic Staff College Orientation / Refresher Course attended during the year :	:

Name of the Course / Summer School	Place	Duration	Sponsoring Agency

PART B**(ACADEMIC PERFORMANCE INDICATORS)**(Please see detailed instructions of this PBAS proforma before filling out this section)**CATEGORY I****TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

(i)	Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)					
Sl. No.	Course / Paper	Level	Mode of teaching *	No. of classes per week allotted	No. of Classes conducted	% of classes / practicals taken as per documented record

* Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

		API Score
(a)	Classes Taken (max. 50 for 100% performance & Proportionate score upto 80% performance, below which no score may be given)	
(b)	Teaching Load in excess of AICTE norm (max. score : 10)	
(ii)	Reading / Instructional material consulted and additional knowledge resources provided to students	

Sl. No.	Course / Paper	Consulted	Prescribed	Additional Resource Provided
	API score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to students (max. Score : 20)		API Score	
(iii)	Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement , etc.			
Sl. No.	Short Description			API Score
	Total Score (max Score : 20)			
(iv)	Examination Duties Assigned and Performed			
Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (max. : 25)			

CATEGORY II**CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES**

Please mention your contribution to any of the following :

Sl. No.	Type of Activity	Average Hrs. / Week	API Score
	(i) Extension, Co-curricular & field based activities		
	Total (max. : 20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly / Semester wise responsibilities	API Score
	Total (max. : 15)		
	(iii) Professional Development Activities		
	Total (max. : 15)		
	Total Score (i + ii + iii) (max. : 25)		

CATEGORY III**(RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS)**

A) Published Papers in Journals							
Sl.	Title with	Journal	ISSN/ISBN	Whether peer reviewed, impact	No. of co-	Whether you are the main	API

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No.	Page Nos.		No.	factor, if any	authors	author	Score

B(i) Articles / Chapters published in Books

Sl. No.	Title with Page Nos.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed	No. of co-authors	Whether you are the main author	API Score

(ii) Full Papers in Conference Proceedings

Sl. No.	Title with Page Nos.	Details of Conference Publication	ISSN/ISBN No.	No. of co-authors	Whether you are the main author	API Score

(iii) Books Published as single author or as editor

Sl.	Title with	Type of	Publisher &	Whether	No. of	Whether	API

No.	Page Nos.	Book & Authorship	ISSN/ISBN No.	peer reviewed	co-authors	you are the main author	Score

iii (C) Ongoing and Completed Research Projects and Consultancies

(c) (i & ii) Ongoing Projects / Consultancies

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	API Score

(c) (iii & iv) Completed Projects / Consultancies

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in Lakh)	Whether policy document/patent as outcome	API Score

(D) Research Guidance

Sl. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M.E./M.Tech./Master in appropriate field				

Ph. D. or equivalent				
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(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

Sl. No.	Programme	Duration	Organised by	API Score

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

Sl. No.	Title of the paper presented	Title of Conference / Seminar	Organised by	Whether international / national / state / regional / College or University level	API Score

E(iii) Invited Lectures and Chairmanships at national or International conference/seminar , etc.

Sl. No.	Title of Lecture / Academic Session	Title of Conference / Seminar , etc.	Organised by	Whether international / national	API Score

IV. SUMMARY OF API SCORES

Sl.No.	Criteria	Last Academic Year	Total-API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development , etc.			
	Total (I + II)			
III	Research and Academic Contribution			

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards, received , etc. not mentioned earlier.

Sl. No.	Details (Mention Year, value , etc. where relevant)

LIST OF ENCLOSURES : (Please attach, copies of certificates, sanction orders, papers , etc. wherever necessary)

Sl. No.		Sl. No.	
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

I certify that the information provided is correct as per records available with the University and/or documents enclosed along with the duly filed PBAS proforma.

Signature of the faculty with

Designation, Place & Date

Signature of HOD/School

Chairperson/Principal

N.B. : The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the University/College and information filed with the IQAC.

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards, received , etc. not mentioned earlier.

Sl. No.	Details (Mention Year, value , etc. where relevant)

LIST OF ENCLOSURES : (Please attach, copies of certificates, sanction orders, papers , etc. wherever necessary)

Sl. No.		Sl. No.	
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

I certify that the information provided is correct as per records available with the University and/or documents enclosed along with the duly filed PBAS proforma.

Signature of the faculty with

Designation, Place & Date

Signature of HOD/School

Chairperson/Principal

N.B. : The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the University/College and information filed with the IQAC.

Instructions for Filing up Part B of the PBAS Proforma

Part B of the Proforma is based on the AICTE Regulations 2010. It is to be filled out for the recently completed academic year.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

N.B. : The self-assessment scores are subject to verification by the University/College, and by the Screening cum Verification Committee or Selection Committee as the case may be.

I Teaching and Evaluation Related Performance :				
			Indicators/Activities	Maximum Score
	(i)	(a)	<p>Lectures/Practicals/Tutorials/Contact classes taken should be based on verifiable records.</p> <p>No score should be assigned if a teacher has taken less than (say) 80% assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made.</p> <p>Maximum score if there is 100% achievements</p>	50
		(b)	If teacher has taken classes exceeding AICTE norm, then two point to be assigned for each extra hour of classes	10
	(ii)		Imparting of knowledge/instruction vis-a-vis with the prescribed material (Text book / Manual , etc.) and methodology of the curriculum (100% compliance = 20 points)	20
	(iii)		Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement , etc.	
			Updating of courses, design of curriculum, (5-single course)	10
			Preparation of resource material, fresh reading materials, Laboratory manuals , etc.	10
			Use of innovative teaching-learning methodologies; use of ICT;	10

	updated subject content and course improvement.	
	a. ICT Based Teaching material: 10 points/each	
	b. Interactive Courses : 5 points/each	
	c. Participatory Learning modules : 5 points/each	
	Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 points)	10
	Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
	Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10
	Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students	10
	a. Workshop/Training course : 10 points each	
	b. Popularization program : 5 points each	
	Maximum Aggregate Limit	20
(iv)	Examination Related Work	
	College/University end semester/Annual Examination work as per duties allotted. (Invigilation – 10 points, Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points)	20
	College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
	Examination work such as coordination, or flying squad duties , etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
	Maximum Aggregate Limit B (iv)	25
II	Co-curricular, Extension and Profession Related Activities and Participation in the	

Corporate Life of the Institution		
(i)	Extension and Co-curricular Related Activities	
	Institutional Co-curricular activities for students such as field studies/educational tours, industry-imparting training and placement activity (5 point each)	10
	Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10
	Students and Staff Related Socio-Cultural and Sports Programmes, campus publications (department level 2 points, institutional level 5 points).	10
	Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms , etc. (5 points each)	10
	Maximum Aggregate Limit	20
(ii)	Contribution to Corporate Life and Management of the Institution	
	Contribution to Corporate life in Universities/Colleges through meetings, popular lectures, subject related events, articles in College magazine and University volumes (2 point each).	10
	Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
	Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each).	10
	Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
	Organization of Conference/Training: International (10 points); national/regional (5 points)	10
	Maximum Aggregate Limit	15
(iii)	Professional Development Related Activities	
	Membership in profession related committees at state and national level.	10

	a. At national level : 3 points each	
	b. At state level : 2 points each	
	Participation in subject associations, conferences, seminars without paper presentation (Each activity:2 point)	10
	Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	10
	Membership/participation in Bodies/ Committees on Education and National Development (5 each)	10
	Publication of articles in newspapers, magazine or other publications (not covered in category 3); radio talks , etc. (1 point each).	10
	Maximum Aggregate Limit	15

III RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

	This is to be filled as per the AICTE Regulations, 2010. Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table I.	
	iii.	Summary of API Scores
	iv.	The summary must take into account the maximum score limits for each set of indicators. Similar PBAS proforma could be developed by the universities for the Cadres of Librarian/ Deputy Librarian /Assistant Librarian and Director of Physical Education & Sports/Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in AICTE Regulations, 2010.

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
NOTIFICATION

New Delhi, the 8th November, 2012

All India Council for Technical Education (Career Advancement Scheme for the Teachers and other Academic Staff in Technical Institutions) (Diploma) Regulations, 2012

F. No. 37-3/Legal/AICTE/2012.—In exercise of its powers conferred under sub-section (1) of Section 23 read with Section 10(i) and (v) of the All India Council for Technical Education Act, 1987 (52 of 1987), the All India Council for Technical Education makes the following Regulations :

1.	SHORT TITLE, APPLICATION AND COMMENCEMENT :
1.1	These Regulations may be called the All India Council for Technical Education (Career Advancement Scheme (CAS) for the Teachers and other Academic Staff in Technical Institutions) (Diploma) Regulations, 2012.
1.2	They shall apply to all technical institutions approved by the AICTE imparting technical education and such other courses/Programs and areas as notified by the AICTE from time to time.
1.3	<p>They shall come into force with effect from the date of their publication in the Official Gazette.</p> <p><i>Provided</i> that in the event, any candidate becomes eligible for promotion under Career Advancement Scheme in terms of these Regulations on or after 5th March, 2010, the promotion of such a candidate shall be governed by the provisions of these Regulations.</p>

2.	CAREER ADVANCEMENT SCHEME :	
2.1	A teacher who wishes to be considered for promotion under CAS may submit in writing to the State Government / College, within three months in advance of the due date, that he / she fulfils all qualifications under CAS and submit to the State Government / College the Performance Based Appraisal System (PBAS) in a proforma as evolved by the concerned State Government / College duly supported by all credentials as per the Academic Performance Indicator (API) guidelines (Appendix 1) set out in these Regulations.	
2.2	In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the State Government / College should immediately initiate the process of screening / selection, and shall complete the process within six months from the date of application. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 05 th March, 2010 and till the date on which these Regulations are notified, can be considered for promotion from the date, on or after 5 th March, 2010, on which they fulfill the eligibility conditions.	
2.3	Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Tables II (A) of Appendix 1 or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he / she is successfully re-assessed.	
2.4	The Selection Committee specifications as delineated in Clause 4 are applicable to Career Advancement promotions of Lecturer to Lecturer (Senior scale) to Lecturer (Selection Grade).	
2.5	CAS promotions from a lower grade to a higher grade of Lecturer / Lecturer (Senior scale) shall be conducted by a "Screening-cum-Evaluation Committee" adhering to the criteria laid out as API score in Performance Based Appraisal System (PBAS) in the Tables of Appendix 1.	
2.6	The "Screening-cum-Evaluation Committee" for CAS promotion of Lecturer / Lecturer (Senior scale) from one AGP to the other higher AGP shall consist of :	
	[1]	"Screening-cum-Evaluation Committee" for College teachers :
	[i]	The Principal / Director of the College;
	[ii]	Head of the concerned department from the College, where there is no HOD, Professor as nominated by the Principal / Director from the same or any other Institution in the jurisdiction of the concerned State; and

			[iii]	Two subject experts in the concerned subject nominated by the State Government from the panel of experts.
		[2]	For Government/ Government Aided/ Government Autonomous Colleges :	
		[i]	As may be prescribed by the respective State Governments / Board of Governors	
2.7				The quorum for these committees in both categories mentioned above shall be three including one subject expert / State nominee need to be present.
2.8				The Screening-cum-Evaluation Committee on verification / evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the respective Directorate of Technical Education based on these Regulations and as per the minimum requirement specified in Tables II and III of Appendix 1 for each of the cadre of Lecturer, shall recommend to the State Government / Syndicate / Executive Council / Board of Management of the College about the suitability for the promotion of the candidate(s) under CAS for implementation.
2.9				All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.
2.10				CAS promotion, being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert to its original cadre.
2.11				The incumbent teacher must be on the roll and active service of the Colleges on the date of consideration by the Selection Committee for Selection / CAS Promotion.
2.12				Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS proforma. They can do so three months before the due date of the promotion if they consider themselves eligible. In any event, the College concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.
2.13				In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of one year.
2.14				If a candidate applies for promotion immediately on completion of the minimum eligibility period and is successful, the date of promotion will be made applicable from the date of completion of minimum period of eligibility.
2.15				If, however, the candidate finds that he / she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from the date of application.
2.16				If the candidate does not succeed in the first assessment, but succeeds in the subsequent assessment, his / her promotion will be deemed to be from the later date of successful assessment.

3. STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED LECTURER :	
3.1	Entry level Lecturer (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through three successive stages (stage 2, stage 3 and Stage 4), provided they are assessed to fulfill the eligibility and performance criteria as laid down in next clause.
3.2	In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these Regulations from 5 th March, 2010 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in the tables of Appendix 1 is to be implemented for one year, initially based on the existing systems in Universities / Colleges for one year only with the minimum annual scores as depicted in Table II (a) for College teachers. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2013, one year API scores for 2012-13 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2014, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
3.3	Lecturer, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade of Rs.6000 (stage 2) after completion of four years service as Lecturer.
3.4	Lecturer possessing M. Phil Degree or a Post-Graduate Degree in professional courses, approved by the relevant statutory body, shall be eligible for the next higher grade of Rs.6000 (stage 2) after completion of five years service as Lecturer.
3.5	Lecturer who does not have Ph.D. or M.Phil or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade of Rs.6000 (stage 2) only after completion of six years service as Lecturer.
3.6	The upward movement from the entry level grade (stage 1) to the next higher grade of Rs.6000 (stage 2) for all Lecturers shall be subject to their satisfying the API based PBAS conditions laid down by the AICTE in these Regulations.
3.7	Lecturer who has completed five years of service in the grade of Rs.6000 (stage 2) shall be eligible, subject to meeting the API based PBAS requirements laid down by these Regulations, to move up to next higher grade of Rs.7000 (stage 3).
3.8	Lecturer completing three years of teaching in the grade of Rs.7000 (stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these Regulations, to move to the Pay Band of Rs.37400-67000 with next higher grade of Rs.8000 (stage 4) and to be designated as Lecturer (Selection Grade). However those joining the Service after 5 th March 2010 shall have also earned Ph. D in addition to above mentioned requirements to move to the stage 4.
3.9	Lecturer (Senior Scale) completing three years of service in stage 3 and possessing a Ph. D. Degree in the relevant discipline shall be eligible to be appointed and designated as Lecturer (Selection Grade) and be placed in the next higher grade of Rs.9000 (stage 4) subject to following :

		(a)	satisfying the required credit points as per API based PBAS requirements as provided in Tables of Appendix 1; and
		(b)	an assessment by a duly constituted selection committee as suggested for the direct recruitment of Head of the Department.
4.	SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURES :		
	The AICTE has evolved following guidelines on :		
	(a)	Constitution of Selection Committees for selection of Lecturer, Head of the Department, Workshop Superintendent for direct recruitment and under CAS	
	(b)	Specified selection procedures for direct recruitment and Career Advancement Schemes Regulations for Teachers in Colleges. However, for other academic staff in Colleges, UGC guidelines of 30.6.2009 and any amendments / corrigendum / clarifications issued subsequently by UGC be followed.	
5.	SELECTION COMMITTEE SPECIFICATIONS :		
5.1	Lecturer in Colleges including Private Colleges :		
	The Selection Committee for the post of Lecturer in Colleges including Private Colleges shall have the following composition:		
	1.	Chairperson of the Governing Body of the College or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.	
	2.	The Principal / Director of the College.	
	3.	Head of the Department of the concerned subject in the College.	
	4.	Two nominees of the State Government whom one should be a subject expert. In case of Colleges notified / declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the State Government from the list of experts suggested by the relevant statutory body of the College, of whom one should be a subject expert.	
	5.	Two subject-experts not connected with the College to be nominated by the Chairperson of the governing body of the College out of a panel of five names recommended by the State Government from the list of subject experts approved by the State.	
	6.	In case of Colleges notified/ declared as minority educational Institutions, two subject experts not connected with the State to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the State Government from the list of subject experts approved by the relevant statutory body of the College	
	7.	An academician representing SC / ST/ OBC/ Minority/ Women/Differently-abled categories, if any of candidates representing these categories is the	

		applicant, to be nominated by the State Government, if any of the above members of the selection committee does not belong to that category.
		<p>To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.</p> <p>For all levels of teaching positions in for Government / Government aided / Government autonomous Colleges, the State Public Services, Commissions / Teacher Recruitment Boards must invite three subject experts, for which the concerned State Government be involved in the selection process by respective appointing authority.</p>
	5.2	Head of the Department/ Workshop Superintendent in Colleges including Private Colleges :
		The Selection Committee for the post of Head of the Department/ Workshop Superintendent in Colleges including Private Colleges shall have the following composition :
	1.	The Chairperson of the Governing Body or his or her nominee, from among the members of the Governing body to be the Chairperson of the Selection Committee.
	2.	The Principal / Director of the College.
	3.	The Head of the Department of the concerned subject from the State College.
	4.	Two State Government representatives nominated by the State Government, one of whom will be the Principal of College or equivalent position in the College and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the State Government from the list of experts suggested by the relevant statutory body of the College of whom one should be a subject expert.
	5.	Two subject-experts not connected with the College to be nominated by the Chairperson of the governing body of the College out of a panel of five names recommended by the State Government from the list of subject experts approved by the relevant statutory body of the State concerned. In case of Colleges notified / declared as minority educational Institutions, two subject experts not connected with the State to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the State from the list of subject experts approved by the relevant statutory body of the College.
	6.	An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these

		categories is the applicant, to be nominated by the State, if any of the above members of the selection committee does not belong to that category.
		<p>The quorum for the meeting should be five of which at least two must be from out of the three subject-experts.</p> <p>For all levels of teaching positions in for Government / Government aided / Government autonomous Colleges, the State Public Service, Commissions / Teacher Recruitment Boards must invite three subject experts, for which the concerned State be involved in the selection process by respective appointing authority.</p>
5.3	College Principal / Director :	
		<p>The Selection Committee for the post of College Principal shall have the following composition :</p> <ol style="list-style-type: none"> 1. Chairperson of the Governing Body as Chairperson. 2. Two members of the Governing Body of the College to be nominated by the Chairperson of whom one shall be an expert in academic administration. 3. One nominee of the State Government who shall be a Higher Education expert. 4. Three experts consisting of the Principal / Director of a College (to be nominated by the Governing Body of the College) out of a panel of six experts approved by the State Government 5. An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the State Government, if any of the above members of the selection committee does not belong to that category.
		<p>To constitute the quorum for the meeting, five of which at least two must be from out of the three subject experts shall be present.</p> <p>All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.</p> <p>The term of appointment of the College Principal / Director shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.</p>
6.	COUNTING OF PAST SERVICES FOR DIRECT RECRUITMENT AND PROMOTION UNDER CAS :	
6.1	Previous regular service, whether national or international, as Lecturer, Head of the Department, Workshop Superintendent or equivalent in a College, National	

		Laboratories or other scientific / professional organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT etc., should be counted for direct recruitment and promotion under CAS of a teacher as Lecturer (senior scale), Lecturer (Selection Grade) or any other nomenclature these posts are described as per Appendix I – Table No. II provided that :
	(a)	The essential qualifications of the post held were not lower than the qualifications prescribed by the AICTE for Lecturer, Head of the Department, Workshop Superintendent as the case may be.
	(b)	The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Lecturer, Head of the Department, Workshop Superintendent
	(c)	The candidate for direct recruitment has applied through proper channel only.
	(d)	The concerned Lecturer, Head of the Department, Workshop Superintendent should possess the same minimum qualifications as prescribed by the AICTE for appointment to the post of Lecturer, Head of the Department, Workshop Superintendent, as the case may be.
	(e)	The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of State Government / Central Government / concerned institutions, for such appointments.
	(f)	The previous appointment was not as guest lecturer for any duration, or an ad-hoc or in a leave vacancy of less than one year duration. Ad-hoc or temporary service of more than one year duration can be counted provided that :
	[i]	the period of service was of more than one year duration;
	[ii]	the incumbent was appointed on the recommendation of duly constituted Selection Committee;
	[iii]	the incumbent was selected to the permanent post in continuation to the ad-hoc or temporary service; and
	[iv]	Artificial break in service shall not be used to the prejudice of employee, appointed on permanent basis. The person appointed on permanent basis shall be given the benefit of entire service rendered by him with effect from the date of initial appointment (temporary/contract/ad-hoc) notwithstanding the artificial break/breaks in service.
	(g)	No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government) was considered for counting past services under this clause.

Dr. K. P. ISAAC, Member-Secy.

[ADVT. III/4/162/12/Exty.]

APPENDIX - 1**TABLE - I**

PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF COLLEGE TEACHERS

CATEGORY I : TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation : Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses, etc. The minimum API score required by teachers from this category is 75. The self-assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Sl. No.	Nature of Activity	Maximum Score
1	Lectures, seminars, tutorials, practicals, contact hours undertaken as percentage of lectures allocated ^a .	50
2	Lectures or other teaching duties in excess of the AICTE norms	10
3	Preparation and imparting of knowledge/instruction as per curriculum; syllabus enrichment by providing additional resources to students	20
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement, etc.	20
5	Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment.	25
	Total Score	125
	Minimum API Score Required	75

Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Note: ^a Lectures and tutorials allocation to add up to the AICTE norm for particular category of teacher. State Government may prescribe minimum cut-off (net of due leave), say 80 %, for 1 above, below which no scores may be assigned in these sub-categories.

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Sl. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling).	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) :	15
Total Score		50
Minimum API Score Required		15

CATEGORY- III : RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion in Colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

Sl. No.	APIs	Engineering	Faculties of Languages Humanities/ Social Sciences/ Management	Max. points for College teacher position
III A	Research Papers	Refereed Journals *	Refereed Journals*	15 / publication

	published in :			
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN number.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Seminar/ Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	International 10/ publication
				National 5 / publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 /chapter in an edited book
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	25 /sole author, and 5/ chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter
		Chapters contributed to edited knowledge based volumes published by International Publishers Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories	5 / Chapter

		directories		
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects carried out/ ongoing	Major Projects amount mobilized with grants above Rs. 30.0 lakh	Major Projects amount mobilized with grants above Rs. 5.0 lakh	20 /each Project
		Major Projects amount mobilized with grants above Rs. 5.0 lakh up to Rs. 30.00 lakh	Major Projects Amount mobilized with minimum of Rs.3.00 lakh up to Rs.5.00 lakh	15 /each Project
		Minor Projects (Amount mobilized with grants above Rs.50,000 up to Rs.5 lakh)	Minor Projects (Amount mobilized with grants above Rs.25,000 up to Rs.3 lakh)	10/each Project
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.3.00 lakh	Amount mobilized with minimum of Rs.1.0 lakh	10 per every Rs.3.0 lakh and Rs.1.0 lakh, respectively
III (C) (iii)	Completed projects Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project
				10 / each minor Project
III (C) (iv)	Projects Outcome Outputs	Major policy document of Govt. Bodies at Central and State level	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent
		Patent/ Technology transfer/ Product/ Process	Patent/ Technology transfer/ Product/ Process	50 /each for International level
III (D)	RESEARCH GUIDANCE			
III (D) (i)	M.Phil./ ME/ M.Tech	Degree awarded only	Degree awarded only	3 / each candidate
III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 /each Candidate

		Thesis submitted	Thesis submitted	7 /each candidate
III (E)	TRAINING COURSES AND CONFERENCE /SEMINAR / WORKSHOP PAPERS			
III (E) (i)	Attended Refresher courses, Methodology workshops, Training, Teaching Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	Not less than two weeks Duration	Not less than two weeks duration	20/each
		One week duration	One week duration	10/each
III (E) (ii)	Papers in Conferences/ Seminars/ Workshops, etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
	a) International conference	a) International conference	15 /each	
	b) National	b) National	10/ each	
	c) Regional/State level	c) Regional/State level	5 /each	
	d) Local -College level	d) Local – College level	3 / each	
III (E) (iv)	Invited lectures or presentations for conferences / Symposia	(a) International	(a) International	10 /each
		(b) National level	(b) National level	5 /each
*	Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.			
**	If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III			

(e)(ii)).

Notes : 1. It is incumbent on the Coordination Committee proposed in these Regulations and the to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally total score, if the number of authors are more, then the first two authors would share equally 60% of the total points and the remaining authors would share equally 40% of the points.

TABLE – II (A)**MINIMUM APIs AS PROVIDED IN TABLE I****TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT**

		Lecturer: (Stage 1 AGP 5400 to Stage 2 AGP 6000)	Lecturer: (Stage 2 AGP 6000 to Stage 3 AGP 7000)	Lecturer: (Stage 3 AGP 7000 to Stage 4 AGP 8000)	Lecturer: (Stage 4 AGP 8000 to Stage 5, PB4, AGP 9000)	
I	Teaching-learning, Evaluation Related Activities (category I)	75/Year	75/Year	75/Year	75/Year	
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year	
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year	
IV	Research and Academic Contribution	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	

(Category III)					
V	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20% - Interview performance	50% - Contribution to Research 30% - Assessment of domain knowledge and teaching practices. 20% - Interview performance	

Explanatory note for Tables II (A) and II (B)

1. All Universities / Colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these Regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the Universities / Colleges for follow up by the Universities / College authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these Regulations from 31-12-2010 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in Universities / Colleges, if any for one year only with the minimum average scores as depicted in Table II (a) and II (b). This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is eligible for CAS promotion in 2011, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher becoming for CAS promotion in 2012, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
4. As shown in Table II, the aggregate minimum API score required can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II, also for the differing nature of contributions possible in different institutional settings.
5. For Category III (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together.

6.	Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date, if they consider themselves eligible. Candidates who do not consider themselves eligible, can also apply at a later date.
7.	If, however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II(A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.
8. a.	If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.
8. b.	If, however, the candidate finds that she / he fulfills the eligibility conditions at a later date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application.
8. c.	If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

TABLE – II(B)

Minimum Scores for APIs for direct recruitment of teachers in Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulations.

Lecturer / equivalent cadres (Stage 1)	Head of the Department / Workshop Superintendent / equivalent cadres (Stage 4)
Minimum API Scores	Minimum Qualification as stipulated in these Regulations
Selection Committee criteria / weightages (Total Weightages = 100)	<p>a) Academic Record and Research Performance (50%)</p> <p>b) Assessment of Domain Knowledge and Teaching Skills (30%)</p> <p>c) Interview performance (20%)</p> <p>a) Academic Background (20%)</p> <p>b) Research performance based on API score and quality of publications (40%).</p> <p>c) Assessment of Domain Knowledge and Teaching Skills (20%)</p> <p>d) Interview performance : (20%)</p>

TABLE : III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN COLLEGES

Sl. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Lecturer from Stage 1 to Stage 2	Lecturer in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil /PG Degree in Professional Courses such as LLM, M.Tech, or six years of service who are without Ph.D /M.Phil /PG Degree in Professional Courses	<ul style="list-style-type: none"> (i) Minimum API scores using PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table II(A)/II(B) of Appendix 1. (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration approved or conducted by AICTE / Central Govt. / State Govt. /TEQIP / CIIILP/ISTE/ NITTTR / IIT / DTE / SBTE / University, etc. (iii) Screening-cum-Verification process for recommending promotion.
2.	Lecturer from Stage 2 to Stage 3	Lecturer with completed service of five years in Stage 2.	<ul style="list-style-type: none"> (i) Minimum API scores using the PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table II(A) / II(B) of Appendix 1 (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching – Learning – Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration approved or conducted by AICTE / Central Govt. / State Govt. /TEQIP / CIIILP / ISTE/ NITTTR / IIT / DTE / SBTE / University etc. (iii) Screening-cum-Verification process for recommending promotion.
3.	Lecturer (Stage 3) to (Stage 4)	Lecturer with three years of completed service in Stage 3.	<ul style="list-style-type: none"> (i) Minimum API scores using the PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table IIA / II(B) of Appendix 1. (ii) At least three publications in the entire

			<p>period as lecturer (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders..</p> <p>(iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration approved or conducted by AICTE/Central/State Govt /TEQIP / CIIILP/ISTE/ NITTTR / IIT / DTE / SBTE / University, etc.</p> <p>(iv) A selection committee process as stipulated in these Regulation and in Tables II(A) and II(B) of Appendix I.</p>
4.	Lecturer (Stage 4) to (Stage 5)	Lecturer with three years of completed service in Stage 4.	<p>(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table II(A)/II(B) of Appendix 1. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required.</p> <p>(ii) A minimum of five publications since the period that the teacher is placed in Stage 3.</p> <p>(iii) A selection committee process as stipulated in these Regulations and in Tables II(A) and II(B) of Appendix I.</p>

State Government of _____			
Annual Self-Assessment for the Performance Based Appraisal System (PBAS)			
Session / Year _____			
(To be completed and submitted at the end of each academic year)			
PART A			
(GENERAL INFORMATION)			
1. Name (in Block Letters)	:		
2. Father's Name / Mother's Name / Husband's Name	:		
3. Department	:		
4. Current Designation & Grade Pay	:		
5. Date of last Promotion	:		
6. Address for correspondence (with Pincode)	:		
7. Permanent Address (with Pincode, Telephone No. & E-mail)	:		
8. Whether acquired any degree or fresh academic qualifications during the year :	:		
9. Academic Staff College Orientation / Refresher Course attended during the year :	:		
Name of the Course / Summer School	Place	Duration	Sponsoring Agency

PART B**(ACADEMIC PERFORMANCE INDICATORS)****(Please see detailed instructions of this PBAS proforma before filling out this section)****CATEGORY I****TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

(i)	Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)					
Sl. No.	Course / Paper	Level	Mode of teaching *	No. of classes per week allotted	No. of Classes conducted	% of classes / practicals taken as per documented record

* Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

				API Score
(a)	Classes Taken (max. 50 for 100% performance & Proportionate score upto 80% performance, below which no score may be given)			
(b)	Teaching Load in excess of AICTE norm (max. score : 10)			
(ii)	Reading / Instructional material consulted and additional knowledge resources provided to students			
Sl. No.	Course / Paper	Consulted	Prescribed	Additional Resource Provided

API score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to students (max. Score : 20)		API Score		
(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement, etc.				
Sl. No.	Short Description		API Score	
	Total Score (max Score : 20)			
(iv) Examination Duties Assigned and Performed				
Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (max. : 25)			

CATEGORY II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please mention your contribution to any of the following :

Sl. No.	Type of Activity	Average Hrs. / Week	API Score
	(i) Extension, Co-curricular & field based activities		
	Total (max. : 20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly / Semester wise responsibilities	API Score
	Total (max. : 15)		
	(iii) Professional Development Activities		
	Total (max. : 15)		
	Total Score (i+ ii + iii) (max. : 25)		

CATEGORY III

(RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS)

A) Published Papers in Journals							
Sl. No.	Title with Page Nos.	Journal	ISSN/ISBN No.	Whether peer reviewed, impact factor, if any	No. of co-authors	Whether you are the main author	API Score

B(i) Articles / Chapters published in Books

Sl. No.	Title with Page Nos.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed	No. of co-authors	Whether you are the main author	API Score

(ii) Full Papers in Conference Proceedings

Sl. No.	Title with Page Nos.	Details of Conference Publication	ISSN/ISBN No.	No. of co-authors	Whether you are the main author	API Score

(iii) Books Published as single author or as editor

Sl. No.	Title with Page Nos.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of co-authors	Whether you are the main author	API Score

iii (C) Ongoing and Completed Research Projects and Consultancies

(c) (i & ii) Ongoing Projects / Consultancies

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	API Score

(c) (iii & iv) Completed Projects / Consultancies

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in Lakh)	Whether policy document/patent as outcome	API Score

(D) Research Guidance

Sl. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M.E./M.Tech./Master in appropriate field				
Ph. D. or equivalent				

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

Sl. No.	Programme	Duration	Organised by	API Score

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia				
Sl. No.	Title of the paper presented	Title of Conference / Seminar	Organised by	Whether international / national / state / regional / College or University level

E(iii) Invited Lectures and Chairmanships at national or International conference/seminar, etc.

Sl. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc.	Organised by	Whether international / national	API Score

IV. SUMMARY OF API SCORES

Sl. No.	Criteria	Last Academic Year	Total-API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development, etc.			
	Total (I + II)			
III	Research and Academic Contribution			

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards, received, etc. not mentioned earlier.

Sl. No.	Details (Mention Year, value etc. where relevant)

LIST OF ENCLOSURES : (Please attach, copies of certificates, sanction orders, papers, etc. wherever necessary)

Sl. No.		Sl. No.	
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

I certify that the information provided is correct as per records available with the State Government and/or documents enclosed along with the duly filed PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Signature of HOD/School
Chairperson/Principal

N.B. : The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the State Government/College and information filed with the IQAC.

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards, received, etc. not mentioned earlier.

Sl. No.	Details (Mention Year, value, etc. where relevant)

LIST OF ENCLOSURES : (Please attach, copies of certificates, sanction orders, papers, etc. wherever necessary)

Sl. No.		Sl. No.	
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

I certify that the information provided is correct as per records available with the State Government and/or documents enclosed along with the duly filed PBAS proforma.

Signature of the faculty with

Designation, Place & Date

Signature of HOD/School

Chairperson/Principal

N.B. : The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the State Government/College and information filed with the IQAC.

Instructions for Filing up Part B of the PBAS Proforma

Part B of the Proforma is based on the AICTE Regulations 2010. It is to be filled out for the recently completed academic year.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

N.B. : The self-assessment scores are subject to verification by the State Government/College, and by the Screening- cum-Verification Committee or Selection Committee as the case may be.

I		Teaching and Evaluation Related Performance :	
		Indicators/Activities	Maximum Score
	(i)	(a) Lectures/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than (say) 80% assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made. Maximum score if there is 100% achievements	50
		(b) If teacher has taken classes exceeding AICTE norm, then two point to be assigned for each extra hour of classes	10
	(ii)	Imparting of knowledge/instruction vis-a-vis with the prescribed material (Text book / Manual, etc.) and methodology of the curriculum (100% compliance = 20 points)	20
	(iii)	Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement, etc.	
		Updating of courses, design of curriculum, (5-single course)	10
		Preparation of resource material, fresh reading materials, Laboratory manuals, etc.	10
		Use of innovative teaching-learning methodologies; use of ICT; updated subject content and course improvement.	10

	a. ICT Based Teaching material:10points/each	
	b. Interactive Courses : 5 points/each	
	c. Participatory Learning modules : 5 points/each	
	Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 points)	10
	Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
	Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10
	Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students	10
	a. Workshop/Training course : 10 points each	
	b. Popularization program : 5 points each	
	Maximum Aggregate Limit	20
(iv)	Examination Related Work	
	College/ State Government end semester/Annual Examination work as per duties allotted. (Invigilation – 10 points, Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points)	20
	College/ State Government examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
	Examination work such as coordination, or flying squad duties, etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
	Maximum Aggregate Limit B (iv)	25
II	Co-curricular, Extension and Profession Related Activities and Participation in the Corporate Life of the Institution	

	(i)	Extension and Co-curricular Related Activities	
		Institutional Co-curricular activities for students such as field studies/educational tours, industry-imparting training and placement activity (5 point each)	10
		Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10
		Students and Staff Related Socio-Cultural and Sports Programmes, campus publications (department level 2 points, institutional level 5 points).	10
		Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms, etc. (5 points each)	10
		Maximum Aggregate Limit	20
	(ii)	Contribution to Corporate Life and Management of the Institution	
		Contribution to Corporate life in Universities/Colleges through meetings, popular lectures, subject related events, articles in College magazine and State Government volurnes (2 point each).	10
		Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
		Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each).	10
		Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
		Organization of Conference/Training: International (10 points); national/regional (5 points)	10
		Maximum Aggregate Limit	15
	(iii)	Professional Development Related Activities	
		Membership in profession related committees at state and national level	10

		a. At national level : 3 points each	
		b. At state level : 2 points each	
		Participation in subject associations, conferences, seminars without paper presentation (Each activity:2 point)	10
		Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	10
		Membership/participation in Bodies/ Committees on Education and National Development (5 each)	10
		Publication of articles in newspapers, magazine or other publications (not covered in category 3); radio talks, etc. (1 point each).	10
		Maximum Aggregate Limit	15
III	RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS		
	This is to be filled as per the AICTE Regulations, 2010. Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.		
	iii.	Summary of API Scores	
	The summary must take into account the maximum score limits for each set of indicators.		
	iv.	Similar PBAS proforma could be developed by the universities for the Cadres of Librarian/ Deputy Librarian /Assistant Librarian and Director of Physical Education & Sports/Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in AICTE Regulations, 2010.	

Captain of Ports Department

Order

COP/2012/2/Corresp.(PER)/Part-III(Part)/2734

Read: Government Order No. COP/2012/2/Corresp.(PER)/Part-III(Part)/1297 dated 15-05-2020.

As per the recommendation and approval of the High Level Empowered Committee (H.L.E.C.), vide their letter No. 9/56/IDCO/2019-ARD/200 dated 02-07-2019, two vacant posts of Upper Division Clerk in the Captain of Ports Department stand abolished due to resignation and promotion of the incumbents. The details are as given below.

Sr. No.	Designation of the post	No. of Posts	Reason	Budget Head
1	Upper Division Clerk, Group 'C'	02	Due to resignation of Shri Xaverito Fernandes, Ex-UDC of this Department on 07-10-2019 and promotion of Shri Dharmendra Naik to the post of Marine Inspector on 20-02-2020	3051—Ports & Lighthouse. 02—Minor Ports. 102—Port Management. 01—Port Establishment (N.P.). 01—Salaries.

Subsequently, two posts of Lower Division Clerk, Group 'C' are created in lieu of the above abolished posts of Upper Division Clerk.

The Lower Division Clerks created shall draw salaries from the respective Budget Head as shown above.

The total balance of the posts of Upper Division Clerk to be abolished is 03 Nos.

By order and in the name of the Governor of Goa.

Captain James Braganza, Captain of Ports/ex officio & Joint Secretary.

Panaji, 12th November, 2020.

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Department of Tourism

Notification

N5/3[577]/20-DT

Government of Goa is hereby pleased to notify the "Policy for regulation of Water Sports in Goa" to regulate and monitor the entire Water Sports activities in the State of Goa and the same is published herewith for information of concern Stake holders/General Public.

Menino D'Souza, Director (Tourism) & ex officio Addl. Secretary.

Panaji, November, 2020.

POLICY FOR REGULATION OF
WATERSPORTS IN GOA

Introduction.—

Goa is one of the world's most attractive tourist destinations and is endowed with scenic beauty, lush green surroundings, beautiful mountains, valleys, rivers and the most fascinating and enchanting sea, sand and sun. Both Domestic as well as overseas tourists flock to Goa for Fun, Pleasure and Adventure. Goa witnessed around 2.7 million Domestic Tourists and around half a million Foreign Tourists in the year 2011-12. All this calls for a Systematically Organised and a Regulated Tourism Industry. The State of Goa

is committed towards Responsible and Honourable Tourism with active support and cooperation from the stakeholders.

With the growth of tourism industry, day by day, tourism products offerings have also evolved and new advancements have emerged in the tourism industry to fulfil the ever increasing requirements, demands and the thirst of adventure seeking tourists. Tourism today is fun filled with adventure with the growth of tourism products like watersports in the State. Watersports include boat rides, river cruises, parasailing, winch parasailing, beach parasailing, kayaking, banana boat rides, speed boat rides, regal boat rides, water skiing, wake board, knee board, surfboard, paddle boat, river rafting, backwater boating, and many more activities which are primarily offered and managed by the private water sports operators.

With the increasing trend in Watersports activities, the challenges to have safe and regulated watersports activities have increased manifold in the absence of a comprehensive legislation in the State. The number of Watersports operators have increased considerably, proportionately increasing the risk and endangering the security and safety of tourists, due to the possible entry of unregulated, untrained and unscrupulous fly by night operators. Besides there is a lot of complexity in the entire process of operation of watersports activities. Unregulated and unauthenticated watersports operators are often seen charging exorbitant and unfair rates to the gullible tourists while openly bypassing the established safety standards thereby endangering the security and safety of tourists. Many a time, this has resulted in fatal accidents, loss of life and limb thereby adversely affecting the image of Goa as a safe tourism destination.

Background.—

Watersports activities in the State of Goa were registered and operated as per the guidelines issued by the Government of Goa, in the year 2003, which aims at registering

and regulating Boat Rides and Watersports Activities and running of such activities in accordance with the provisions of Law, as in force in the State of Goa until 2005.

The increase in the number of operators and the types of watersports activities led to an increased competition amongst the watersports operators, which further led the operators to resort to illegal and unfair means thereby causing nuisance to the watersports loving tourists. In order to curb this nuisance, The Government of Goa in the year 2005 approved "The Goa Tourist Places (Protection and Maintenance) (Boat rides/Parasailing and Watersports Activities) Rules, 2005".

Even after coming in force the above rules in 2005, there were reports of many Watersports operators illegally functioning, in the State in the absence of a proper legislation and it was observed that they resorted to all possible illegal measures and unfair trade practices such as overcharging the tourists, engaging of touts and endangering the safety of the tourists/general public due to compromise on safety standards. The Government of Goa therefore felt it necessary to amend the existing Registration of Tourist Trades Act in order to register all the Watersports and Adventure Sports Operators. The Goa Registration of Tourist Trades Act, 1982 was therefore amended accordingly, in the year 2011. Watersports and Adventure Sports operators are now being registered under Section 19A to 19D of The Goa Registration of Tourist Trades (Amendment) Act, 2011. As on date there are 602, water sports operators and 17 cruise boats/vessels, which are registered with the Department of Tourism.

Although the registration aspects have now been taken care of, the above amendment could not bring in an organised system and the illegalities and nuisance of water sports operators are still prevailing in some areas.

Taking cognizance of the above, The Honourable High Court of Bombay at Goa in Writ Petition No. 501 of 2009 asked the Director of Tourism to file an affidavit in the

matter. Accordingly the Director of Tourism vide affidavit dated 14-10-2009, submitted that in order to have control and regulate the water sports along the beaches of North Goa and South Goa, the Government has taken a decision to set up a kiosk system through the medium of Goa Tourism Development Corporation. This affidavit of the Director of Tourism was accepted and taken on record by the Honourable High Court on 14-10-2009 and in terms of the above affidavit the petition was disposed off.

The Honourable High Court of Bombay at Goa in yet another Public Interest Litigation Writ Petition No. 09 of 2011 passed an interim order to regulate the Watersports activities at the Calangute Beach, the operative part of which is as under:

“The Director of Tourism will ensure that:

(a) Booths (table and chairs) are set up at each of the demarcated water sports zones to receive payments from the persons interested to avail of water sport activities.

(b) Tourist Police/Marine Police assist the Water Sports Zone to ensure that the Water Sports Operators do not ply their boats in the Bathing Zone.

(c) Sign boards are erected below the red/yellow flags to indicate that the safe bathing zone which is monitored by the life guard.”

A contempt Petition No. 28 of 2009 in Writ petition No. 501 of 2009 was filed before The Honourable High Court of Bombay at Goa for non compliance of the orders of the Honourable High Court dated 14-10-2009 in Writ Petition No. 501 of 2009. The Honourable High Court appointed a Commissioner to ascertain whether the directions were implemented by the State. The Commissioner stated that the orders have substantially been not implemented and submitted a report to the Court. The High Court heard the matter on 31-8-2012 and directed to issue contempt notices to Director of Tourism.

The Policy for Regulation of Watersports therefore aims to comply with the directions

of The Honourable High Court dated 14-10-2009 in Writ Petition No. 501 of 2009 in order to regulate and monitor the entire Watersports Activity in the State of Goa. It also emphasizes on having uniform rates for different watersports activities across the state so that the Tourists enjoy uniform and transparent rates. The policy also specifies safety norms and lifesaving equipments to be used in the conduct of watersports. The Policy provides for consolidation of all the legal provisions with respect to watersports and also provides for action including penal action on the defaulters and violators of the clauses and ensures that no illegal means are resorted to by the Watersports Operators and finally aims to bring in a systematic and integrated approach in the conduct of the watersports and allied activities in the State of Goa.

Watersports activities includes the following.—

- Barefoot skiing - waterskiing with no skis
- Boating - use of boats
- Body boarding is similar to surfing, with a smaller board.
- Cable Skiing - similar to wakeboarding but with cables for artificial manoeuvring
- Canoeing
- Flow boarding
- Jet Skiing
- Kayaking
- Kite boating
- Kite surfing on flat water using a kite for propulsion
- Parasailing where a person is towed behind a vehicle (usually a boat) while attached to a parachute
- Rafting
- Rowing
- Sailing using the wind for propulsion

- Sit-down hydrofoiling - riding on the water with a hydrofoil attached to a ski
- Skim boarding - a board is used to ride on an incoming wave
- Skurfing-the participant "skurfs" behind a boat on a surfboard
- Stand up paddle surfing a surf style board with a paddle, used in flat water or waves
- Surfing downhill on ocean waves or artificial waves in a wave pool
- Wakeboarding-similar to water skiing, but using only one board attached to the feet
- Wakeskating- similar to wakeboarding, but the board is not attached to the feet
- Wakesurfing-mix between wakeboarding and surfing
- Waterskiing is using skis to slide over the water while being pulled by a boat or other device
- White water rafting
- Windsurfing on flat water using wind for propulsion in combination with sails
- Yachting sailing on yachts, daysailing, cruising or Yacht racing
- Dolphin trips, crocodile Dundee etc.
- Any other related watersports activity.

Water Sports Policy 2012.— In compliance with the directives and the approval of the State Cabinet, the Government of Goa has formulated the following Policy/Guidelines for regulation of water sports activities, for strict compliance.

1. The Government of Goa through its various Departments shall have absolute right and control over water sports activities carried out over various water bodies within the jurisdiction of the State including the inland water ways, dam

reservoirs, lakes, rivers, ponds and the coastal waters.

2. The Government of Goa shall formulate policies or guidelines or issue advisories and make new rules or amend existing rules, as may be necessary from time to time for the systematic regulation, development and operation of Watersports in the entire State through the Department of Tourism and also formulate a policy for safe and systematic conduct of watersports and ensure that the water sport activities are conducted in a regulated and fair manner in order to promote the concept of Safe and Honourable Tourism.

3. The Government of Goa may appoint suitable and competent agencies for conducting the various studies, research, methodologies for determining the carrying capacity and for development and operation of watersports activities in the State.

4. The Government of Goa hereby designates the Department of Tourism to function as the Nodal Department for the safe and smooth operations and regulation of the watersports in the entire state and all the other related Departments like Captain of Ports, Department of Fisheries, Department of River and Navigation, Department of Water Resources, Police Department etc. shall coordinate and assist the Department of Tourism in smooth discharge of its functions in the State, for regulation of water sports activities.

5. The Government of Goa may, by an order notified in the Official Gazette may appoint one or more agencies for smooth management, operation and conduct of Water sport Activities in various parts of the State. The period of operation, technology and scope of work of the agency shall be identified and finalised by the Department so that the conduct of water sports activities is carried on smoothly, in the interest of the tourists and other stakeholders.

6. All Watersports Operators or Water sports trades, which are currently unregistered as on date in the State should get themselves registered under the provisions of The Goa Registration of Tourist Trade (Amendment) Act, 2011 with the Department of Tourism, Government of Goa. No unregistered Watersports related Trade or operator, who is unregistered, shall be allowed to operate in the State.

7. Every operator of boat rides or watersports activity in the rivers, inland waters and lakes shall obtain due permission from the Captain of Ports or a competent authority appointed for that purpose by the Central or State Government.

8. In case of hotels or chartered operators who operate water sports activities for their in house guests exclusively, the same shall be done as per rates notified by the Department, follow same safety standards and shall not use the boats/vessels for general public/tourists. If the Hotel/their operator are found in violation of this norm then the Department will cancel the registration of such errant hotels/operators. All such water sports activities shall commence only from zones exclusively designated for water sports activities and from no other place.

9. No foreigners shall be permitted to work as an operator or instructor or as a partner without valid Work Visa and the approval of the Government of Goa.

10. *Safety Certificate:* The Government of Goa may appoint Competent Agency or National Institute of Watersports, Ministry of Tourism, Government of India to prescribe Safety Standards and Safety norms. The Agency so specified shall have the powers to issue Safety Certificate to Watersports Operators. All Watersports operators should possess Safety Certificate and produce such certificate for inspection whenever called for. All safety standard and norms laid down by NIWS or any other

agency designated for that purpose, shall be strictly followed by all operators.

11. Any operator who causes harm/injury/death to a tourist/general public/third party on account of his actions/irresponsible behaviour/neglect of safety norms etc. shall be punishable as per relevant provisions of the Indian Penal Code (IPC), Criminal Procedure Code or Civil Procedure code as the case may be. Further the operator shall be debarred for a period of three years, in case he causes any death or grievous injury to any tourist/general public, on account of his neglect.

12. Department of Tourism may register or refuse to register an operator or a trade after considering its feasibility, impact, safety aspects, carrying capacity, past safety history of the operator, reasonability of rates being charged, etc. in order to ensure safety of the visiting Tourists.

13. Those water sports equipment not requiring license or certification either from Mercantile Marine Department or the Captain of Ports, will require certification from National Institute of Water sports (NIWS) Caranzalem or any other agency as may be approved by Government of Goa, Department of Tourism.

14. The Operator/applicant shall produce to the Department of Tourism, Government of Goa proof regarding insurance of the passengers as per the capacity of the boat/equipment, to the extent as may be specified per passenger, by the Department of Tourism. The Department proposes to create a separate fund for servicing third party claims and the details of such scheme will be separately worked out subsequently and the same will be a contributory scheme.

15. All life saving equipment as specified by the department, must be made available on board or at the bank/beach, as the case may be.

16. The applicant shall produce a certificate issued by N.I.W.S., or Captain of

Ports or Mercantile Marine Department as the case may be, showing that the Crew have been trained for (a) manning and operating the boat/equipment. (b) life saving techniques.

17. Registration number plate for a specific boat/equipment shall be obtained through the Department of Tourism at the cost of the operator and prominently affixed at a place on the boat/equipment to be specified by the Department or Captain of Ports.

18. Capacity of the boat as certified by the Mercantile Marine Department/Captain of Ports/National Institute of Water Sports shall be mentioned in the registration number plate and complied with strictly.

19. Area of operation shall be clearly specified by the operator as per permission obtained from Captain of Ports or Mercantile Marine Department and the same shall be strictly followed for the activity.

20. The registration certificate shall be made available on board at all times. The registration shall be valid for one year only.

21. *Training of Personnel.*— All watersports operators shall employ and engage only well trained personnel certified by National Institute of Water sports or any other reputed institute as may be specified by Department of Tourism. All the personnel shall be trained to deal with emergencies and rescue procedures. All personnel operating the water sports equipment shall bear a good character to be verified by the concerned Police station and the said responsibility will be that of the Operator. The owner/operator shall furnish names and qualifications of all such operators to the Department or its agency, in order to issue photo identity cards to the owners and personnel, which shall be prominently displayed at all times.

22. The operators and their personnel shall cooperate and follow all instructions

given by personnel of the Department or its agency Police/any beach safety agency appointed by the Department.

23. No powered watercraft like jet skies, speed boats and motorized boats shall be permitted in the sea waters close to the shore, since these would drive away turtles who remain in shallow waters for weeks prior to landing on the beach for nesting. Traditional fishing boats, wind-powered sail boats, wind surfing, kite surfing and similar ecologically friendly activities may be permitted.

24. *Watersports Infrastructure.*— In order to have safe & smooth conduct of watersports activities in the entire state, the Department of Tourism shall follow a systematic approach thereby putting a proper system in place. The System would comprise follows.

a. The Department of Tourism in Co-ordination with the Captain of Ports, Department of Water Resources, National Institute of Water Sports, or any other suitable agency will identify and demarcate specific areas on beaches, lakes etc. where watersports operators will operate their equipment as per the safety standards prescribed. The Watersports activities on the beaches/ inland waters will be carried out from 8.00 a.m. to 6.30 p.m. or before sunset whichever is earlier. No watersports activities shall be carried on in unsafe weather conditions, monsoons, period of storm, or any such period banned or notified by the competent authority.

b. The Department of Tourism or competent authority will demarcate areas for swimming zones and watersports activity zones by installing proper demarcating materials like floating Buoys etc. The demarcated areas would comprise of watersports corridors, watersports activity area, safe swimming and bathing areas, etc. The Department of Tourism may therefore appoint a suitable agency to get the demarcation

and installation and maintenance of zones, done as above after following due codal formalities.

c. The Government of Goa may designate or appoint any organisation or agency through the Department of Tourism for operation and Management of Watersports Activities for managing of kiosks, identifying suitable manpower for uniform ticketing, etc. The agency so designated shall implement a queue system and devise suitable software and methodology for managing of water sports activities and shall only deal with those operators who are registered with the Department of Tourism under the Goa Registration of Tourist Trade Act, 1982.

d. The Department of Tourism or its agency, will install fully functional kiosks which will dispense tickets and ensure collection of ticket fees at one point. All taxes applicable will also be charged at one point. The said kiosk may also be used as police counters and information points for the tourists or any other such use as the Department may specify.

e. The Watersports activity management will comprise of a kiosk managed by trained personnel who will issue computerised tickets to the public. Suitably designed software will monitor the automatic implementation of the Queue System so that all the empanelled Watersports operators get a fair amount of business by rotation. The Department or its designated agency may also sell tickets through its website. The Charges collected through the business on the day of the activity shall go directly in to the accounts of the watersports operator proportionately, through the medium of internet banking/cheques etc. The Department may specify charges to be collected from the water sports operators to be levied on the base charges of the tickets sold by respective water sports activities/operators, in order to defray costs incurred on Administration and

related contingent expenditure. Such charges to be collected in addition to applicable taxes shall be specified in the Official Gazette.

f. In order to have proper coordination and ensure transparency, the water sports operators are at liberty to form their own registered associations and representatives of such association will be consulted by the Department while notifying or revising rates, implementing safety standards etc. for various watersports activities, addition of new watersports activities etc.

g. Any watersports operator who is found to be violating the system or operating the watersports equipment in unauthorised area shall be treated as nuisance under the Goa Tourist Places (Protection and Maintenance) Act, 2001 and shall be prosecuted in accordance with the said Act. The errant watersports operator will be blacklisted from the queue system for ten days for the first default and thereafter for 30 days in case of subsequent default/violation of these guidelines. Any further violation will result in suspension of license for such period as the Director Tourism, may decide.

h. The Director of Tourism shall notify interim or final rates for water sports activities as per Section 37 of The Goa, Daman & Diu Regulation of Tourist Trade Act, 1982, vide order notified in the Official Gazette, within a period of 45 days from the coming into force of this policy. The rates for watersports may vary depending on location of beach and other factors.

i. The Department of Tourism may issue specific Guidelines for the smooth conduct of the Queue System and may revise the rates as per the Market rates applicable vide suitable orders from time to time.

25. *Security deposit:* Each watersports operator shall furnish a refundable security

deposit of Rs. 5,000/- per boat/activity in the form of Demand Draft drawn in favor of Director Tourism, payable at Panaji. In case of default or breach of or non compliance of any of the terms and conditions of the watersports policy or any other violations as are prohibited under the prevailing Laws, the Security Deposit made by the applicant shall be forfeited, without notice. The applicant shall be required to produce a fresh demand draft of equal amount within a period of 10 days in order to continue the watersports activities, failing which the permission so granted shall be revoked without any further intimation to the operator and the operator shall be removed from the queue system. The deposit made by the applicant shall be refunded after the operator opts out of the watersports activity for whatsoever reasons, provided he has not violated any conditions of this policy.

26. Fees: The registration fees for watersports operators shall be fixed by the Department from time to time.

27. Removal of difficulties: In case of any difficulty arising in the implementation of this Policy 2012-2013, the decision of the Director of Tourism shall be final. Failure to comply with any of the above conditions and furnishing of incorrect information by the watersports operators, the said watersports operator shall be debarred for a minimum period of three years and the amount deposited as Fees/Security Deposit shall be forfeited to Government treasury.

DIRECTOR TOURISM



Department of Tribal Welfare
Directorate of Tribal Welfare

Amendment to Notification

DTW/9/Gagan Bharari/Scheme/9/
/Amendment/2020-21

Read: Financial Assistance to ST students under "Gagan Bharari Shiksha Yojana".

Whereas the Government has notified a Scheme Financial Assistance to ST students under "Gagan Bharari Shiksha Yojana" vide notification No. DTW/STAT/2012-13/571 notified in Official Gazette, Series I No. 29 dated 18-10-2012, Notification No. 4-1-2015-16/SCHEME/GB/TW/11522 notified in Official Gazette, Series I No. 29 dated 15-10-2015 and Notification No. DTW/9/Gagan Bharari/Scheme/9/Amendment/2017-18 notified in Official Gazette, Series I No. 48 dated 01-03-2018.

And whereas Government desires to amend Clause 4. Clause 7. and delete Clause 6. of the scheme Financial Assistance to ST students under "Gagan Bharari Shiksha Yojana" in public interest.

Now therefore, Clause 4. & Clause 7. of the scheme Financial Assistance to ST students under "Gagan Bharari Shiksha Yojana" is amended to read as under.

Clause 4. Eligibility Criteria— Student should belong to Scheduled Tribes community in State of Goa. Income of Parents/Guardians should not exceed Rs. 3.00 lakh per annum. Student should be regular, full time student studying in a recognized Institution/University. Scholarship for studying in any class will be available only for one year. If a student has to repeat a class, he/she shall not be eligible to get scholarship for second time in the same class.

Clause 6. deleted

Clause 7. Mode of application— Application in the prescribed form for availing Gagan Bharari Shiksha Yojana/Merit Base Award along with necessary documents is to be submitted to the Director of Tribal Welfare, through the Head of the Educational Institution.

This amendment shall come into force from the Academic year 2020-2021 onwards.

By order and in the name of Governor of Goa.

Sandhya Kamat, Director (Tribal Welfare).

Panaji, 11th November, 2020.

Government of Goa
DIRECTORATE OF TRIBAL WELFARE
Panaji-Goa

Application for the Gagan Bharari Shiksha Yojana /Merit Base Scholarship Scheme for Scheduled Tribes Students for the Academic Year _____

FOR OFFICIAL USE OF TRIBAL WELFARE DEPARTMENT

Income Rs.	:	Std/Class	:	
S.T. Community	:	Percentage	:	
		Merit Base Award	:	
Group	:	Gagan Bharari amount	:	
Day Scholar/Hosteller		Verifying Official		

Verifying Official: _____

FRESH: _____

RENEWAL: _____

Part –A [To be filled up by Applicant]

1. Full Name: (in block Letter)

First Name: _____

Middle Name: _____

Surname: _____

Date of Birth (dd/mm/yyyy) _____ Gender: _____

Affix a self-attested Passport size Photograph

2. Address for Correspondence:

House No.: _____

Waddo/Street: _____

City/Town/Village: _____

Name of Village Panchayat/Municipality: _____

Taluka _____ District: _____ District Code: _____

Assembly Constituency: _____

State : GOA State code: _____ Pin Code: _____

Mobile No. _____

E-mail _____

3. Religion: Hindu/ Christian**4. Scheduled Tribe Community:** Gawda/ Kunbi/ Velip**5. ST Certificate No:** _____ Date _____**6. Aadhar No:** _____ Aadhar seeded (Y/N) _____**Consent Form**

I

Holder of Aadhar No. _____ hereby give my consent to Directorate of Tribal Welfare, Panaji, Government of Goa, for using my Aadhar number to establish and authenticate my identity under _____ Scheme.

(Signature of Student)

Name:

Date:

Identified by:

(Signature)

Name:

Designation/Address:

(To be identified by the Head of the Institution)

7. Details of educational qualifications from matriculation onwards:**(Please enclose attested copies of Certificates)**

Examination Passed	Name of School/College/Institute	University/Board/Institute/ Council of Examination	Year of Passing	Percentage Marks	Division / Class/Grade.

8. Details of Course for which scholarship is being sought:

(i) Name of Class/Course: _____

(ii) Duration of Class/Course: _____

(iii) Academic Year: _____

(iv) Class/Course last attended/academic year: _____

(v) Total Marks Obtained: _____

(vi) Last Passing % _____

9. Details of School/College/institute, including residential ones:

(i) Name of School/ College /Institute where Admitted: _____

(ii) Address of School/ College /Institute: _____

10. Total Annual Course fees: Rs. _____**11. Day Scholar /Hosteller/Distance Education: _____** If Hosteller then please specify

(i) Whether staying in the hostel run by the school/collage/institute: YES/NO

(ii) If no and staying as an outstation student as paying guest or in rented accommodation in towns/cities which are not the places their parents resides, then the postal complete address of the landlord:

Name of landlord _____

Rent per Month _____

Full Postal Address _____

Telephone /Mobile of landlord _____

12. Annual Income of Parents/Guardian of the Student: Rs. _____

13. Details of Bank Account of Student:(i) Name of the Payee (as in the Bank Accounts):

(ii) Name of the Bank:

(iii) Bank Branch (Full Address):

(iv) Bank Account Number:

(In Words)(15 digit A/C number)

(v) MICR Code of the Bank:

(VI) IFSC Code:

14. Whether applicant was in receipt of scholarship under this scheme or any other scheme in the previous year, if yes, indicate name of the scholarship scheme, course and institute:

Name of the Scholarship Scheme	Course	Institute	Whether Scholarship Amount received
			YES/NO

15. Document enclosed with the Application:

- I. Passport Size Photograph.
- II. Self attested copies of passing Mark sheet.
- III. Self attested copy of Income Certificate issued by competent authority.
- IV. Self attested copy of Scheduled Tribe Certificate issued by competent authority.
- V. Self attested copy of Bank Pass Book.
- VI. Self attested copy of Aadhar Card.

16. Declaration:

- (i) I hereby declare that the information given above is correct.
- (ii) I am not availing any other scholarship for this purpose from any other source.
- (iii) I shall abide by the terms and conditions of sanction of the Gagan Bharari Shiksha Yojana.
- (iv) I undertake that if, at any stage, it is found to the satisfaction of the sanctioning authority that the information given by me is false or if I violate the terms and conditions of the scholarship, the Scholarship sanctioned to me, may be cancelled and the entire amount of scholarship will be refunded by me or recovered from me, apart from me, apart from such penal action as warranted by law.

Date: _____

Signature of the student

Place: _____

Signature of the Parent/ Guardian

Part –B [To be filled up by the Head of the School/ College /Institute]**17. Details of School / College /Institute, including residential ones:**

- (i) Name of School / College /Institute, where admitted with address:

Name: _____

Locality: _____

Mohalla/Street: _____

City/Town/Village : _____

Taluka : _____

District: _____

State: _____

Pin Code: _____

Telephone: _____

Fax: _____

DISE/AISHE code of the Institute _____

E-mail : _____

Website : _____

18. Verification / Information/strictly to be furnished only by the Head of School /College/ Institute compulsorily:

1. It is certified that the information filled in the above mentioned columns by Shri/ Kumari _____

s/o/ d/o/ Shri. _____ who is _____

admitted in _____ Course for the academic year _____ in _____

this school is correct /has been corrected in red ink.

2. He/she is a Hosteller/ Day scholar / Distance Education of the School/ College/ Institute.

or

He/ she is staying as paying guest /in a rented accommodation at the address given at para 11 as per office records.

3. He /she is a fresher admitted in the school for academic year _____.

or

He/ she has been promoted from class _____ to _____ in the academic year _____

4. Name of the course in which the applicant is studying in this institution.

5. This institution is affiliated to _____ University / Board and is recognized by the Government of India / Goa.

6. If the applicant is residing in Hostel, indicate if He/She is entitled for free boarding and lodging:

7. In case the applicant leaves the institution or otherwise discontinues the studies or accepts any other scholarship/stipend, the fact will be immediately reported to the authority so that payment of scholarship to the applicant will also be discontinued. The undisbursed amount lying with the institution on account of maintenance charges, fees etc. will also be refunded to the Government account.

Place:

Date:

Seal of Institution

**Signature of the Head of the School/
College/Institute with Official Seal**

Part -C

“Gagan Bharari Shiksha Yojana”/“Merit Base Award”

[To be filled up by applicant / Student]

19. I am studying my post- Matric education and I am eligible & applied for the Gagan Bharari Schikshay Yojana Scheme for Tribal Student for the year _____. I am therefore eligible for the Merit Base Scholarship of the Tribal Welfare Department of Government of Goa.

1	Name of the Qualifying exam passed with Board/University, Month and Year of passing exam (Previous Academic Year)	
2	Percentage of marks obtained	
3	Name of the Course / Standard	
4	Course Duration	
5	Government aided Course/ Self- Financed Course.	
6	Course affiliated to Board/ University	
7	Non – Refundable Course fee for the entire year	

Date: _____

Signature of the student

Place: _____

Signature of the Parent/ Guardian

DECLARATION OF THE HEAD OF THE INSTITUTION

I, Shri/Smt. _____ Principal/ Head of the institution

(name & address of institution) do hereby confirm and certify that the above details given by the student is correct in all respect as per the record maintained by the institution and as such above named is eligible for the Gagan Bharari Shiksha Yojana of the Tribal Welfare Department.

Place : _____

Seal of the Institution

Date: _____

Signature of the Head of the School / College/ Institute With Office Seal

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